



Matthew Rodriguez

Agency Secretary

UNIFIED PROGRAM ADMINISTRATION AND ADVISORY GROUP

March 29, 2018



CalEPA Headquarters, CR 2540
1001 I Street, Sacramento, CA 95814
Conference Call #: 1-888-240-2560
Meeting ID: 728282631

MINUTES

Attendees:

Greg Vasek	CalEPA	Mario Tresieras	Los Angeles County
John Paine		Bill Jones	
Melinda Blum		Marie Woodin	Sacramento County
Jennifer Rohde		Nick Crain	Riverside County
Ben Ho	OSFM	Randy Sawyer	Contra Costa County
Jennifer Lorenzo		Eric Scott	Glenn County
Laura Fisher	SWRCB	Larry Lancaster	Humboldt County
Karen Riveles	OEHA	Danielle Stefani	Livermore/ Pleasanton
Larry Collins	CalOES	Darwin Cheng	Orange County
Jack Harrah		Vincent Mendes	Fresno County
Fred Mehr		Kristen Riegel	San Bernardino County
Denise Gibson		Marjorie Terrell	San Mateo County
Maria Soria	DTSC	Aaron LaBarre	San Luis Obispo County
John Schofield	US EPA	Fred Chun	Santa Clara
		Royce Long	LA City Fire

Commented [BM1]: People that I don't believe were there I have in bold and strikethrough format

- 8:30 - 8:40** **Introductions, agenda review, minutes review** **Greg Vasek / Larry Lancaster**
- Beginning December 2017, minutes of each UPAAG meeting will no longer summarize discussion details and will only capture decision points and action items.

- 8:40 - 8:55** **Update and Review of Ongoing Action Items** **John Paine / All**
- See Ongoing Action Items

- 8:55 – 9:25** **CUPA Forum Board (CFB) Issues** **Larry Lancaster**
- Performance Evaluations
 - Larry acknowledged the many accomplishments of the group.
 - Development of complaint resolution is welcome.
 - Requested to keep in mind: “How do we make the evaluation process better?” and “How does the evaluation make the CUPA better?”
 - CFB requested to be involved in the development of the Hybrid Performance Evaluation process. Suggested development of a rubric of 80-90% standards, factors used to determine program implementation deficiencies. How do we establish an “acceptable” standard?

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- CFB is awaiting response from Secretary Rodriguez to the letter sent prior to the Annual Training Conference summarizing concerns of the evaluation process and development of resources. Assistant Secretary Vlascek will be responding to the letter on behalf of Secretary Rodriguez.
- Imperial County will be submitting a revised application to become a CUPA. The CFB does not endorse the establishment of new CUPAs.
- CFB Trust Project Update
 - Compliance manual is complete and available on the CFB website.
 - Video project is ongoing- 6 short videos, each is 4 minutes maximum
 - Certification project in final stages of policy, process documents are ready for final draft. Goal is to launch Fall 2019. Registration efforts will begin once Certification efforts are complete.
 - Disaster Emergency Assistance Program (DEAP)- Various CFB members went to fire locations and participated in “after-issue” exercises. CFB will draft a letter to CalEPA regarding MOAK/EMMA resource opportunities and the complications between ESF8 and ESF10. Looking to put together rapid assessment teams to help supervisors having little/no experience in responding to disasters in first weeks of response and looking at doing a joint venture symposium with CCDEH to talk about fires and lessons learned (in the fall, before fire season begins).
 - Rural Training Grant: CFB is looking at expanding to moderate size CUPAs and PAs that don’t fit the rural definition. Grant submittals are due March 31, 2018.
- Legislative Steering Committee Issues
 - AB 2094 concerns inspection frequency and hazardous waste generators. CFB submitted an amendment to remove hazardous waste generator language. Randy Sawyer is incorporating language for UPRPI to write a new bill.
 - AB 2928 CEEB sponsored, morphed into a used oil bill. CFB looking at incorporating hazardous waste accounting.
 - AB 3138 is an enhancement of CalARP penalties. Industry is concerned we don’t provide enough authority to bump up penalties for paper issues. They’re not familiar with AEO process. Bill and Randy are working on a possible amendment.
 - AB 2902 UST and APSA amendments were placed. Seems to be going through without much opposition. Laura will send Nick State Water Board comments submitted to Office of Legislative Affairs. CFB wanted to insert closure authority, but will have to find another bill.
- Training: CF and BDOs
 - Discussed under Action Item review

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- Communication
 - CFB assisted in success with State Water Board in having CUPAs submit Report 6's.
 - DTSC Lean Six Sigma- Vince reported the group has had four calls, each call working on a separate issue, each issue working with how CUPAs react to questions (different answers from different CUPAs). There was a lack of participation from DTSC in call three which had a lot of issues that are internal to DTSC.
- Data Management
 - Utilizing NEW Federal Hazard Categories – giving full effort, experiencing less resistance.
 - CERS 3 – once finished with development, it will likely take months/years before CUPAs purchase/install the updates/envision connect.
 - Need to get data from portal CUPAs (pushing data into CERS, to transfer to US EPA).
 - UST report 6 will be submitted to US EPA with CERS data starting June/Jan. Laura recommended for those who can't exchange data, we'll have to come up with a hard report.
 - Updates to User Interface is easy for portal CUPAs. Vince can walk CERS IT through the portal to show where it is and what it can do.
 - Manoj (CalEPA Unified Program IT Manager) is kicking off a technical work group.
- Conference summary
 - Attendance this year: 2,000, 50% were business partners; 120 CalEPA attendees.
 - Conference went very well overall despite hiccups with background stuff.
 - 2022 has been booked in Burlingame.
 - Surveys are being worked on now. Usually are given to track coordinators, but anyone can ask for copies. Should be available in May. If you need attendee specifics from tracks for last 5 years, contact Sheryl Baldwin.
 - Greg expressed the Unified Program's desire for more participation in conference planning and content of training and tracks. Interested in creating more CERS training and a Unified Program track. Vince recommended including a CUPA Manager Boot Camp. Randy suggested a "History of the Unified Program" track, and will look at past Strategic Plan documents.
 - The CFB Website has a green "Suggest Event" button – can use their calendar as a consolidated training calendar.

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- 9:25 - 10:15 State Agency Issues** **Greg Vlasek/ John Paine**
- 2018 Violation Library
 - Will not include violations associated with the DTSC hazardous waste generator improvement rule. Federal regulations are effective, however DTSC regulations are not, and draft DTSC regulations are not available for review. DTSC is scheduled to release draft regulations to CFB workgroups in two weeks. On track to publish by 8/31/18 deadline (revisions done by May).
 - RCRA Info/ECHO Violations w/no RTC
 - 22 CUPAs affected, 900 outstanding violations. CalEPA will be contacting CUPAs with their lists, if they don't already have them. Not yet sure how to get corrections into RCRA Info. John will be asking EPA for permissions for CUPAs to update themselves, or maybe have the CUPAs send the updates directly to EPA.
- 10:15 - 10:30 Break**
- 10:30 – 11:50 2017 Strategic Plan Review and Discussion** **Greg Vlasek / Larry Lancaster**
- 8 Goals Reviewed.
 - UPAAG will determine priorities under each goal and create more realistic timelines in May. Start with 2023 and see where we want to be.
 - CalEPA will send out the current draft to the eight workgroup leads. Current draft has incorporated all comments so far.
 - Each lead is to get back to John by 4/20/18 so draft can be finalized around 5/4/18 and sent to all UPAAG members.
 - Workgroups will discuss new draft prior to 5/24/18 UPAAG meeting.
- 11:50 - 12:00 CUPA Forum Board Trust Project Update** **Bill Jones**
- Discussed under CFB Issues.
- 12:00 - 12:05 Legislative Steering Committee Issues** **Bill Jones / Greg Vlasek**
- Discussed under CFB Issues.
- 12:05 - 12:10 Hazardous Waste Steering Committee Issues** **/ Marie Woodin**
- Valetti Lang (DTSC) will be replacing Rick Brausch as the co-chair.
 - More stringent adoptions for generator rules will be sent to OAL by end of April, to be finalized by July.
 - There was a technical glitch with EPA ID #'s, and thousands were deactivated. Working to reactivate. Manifests are delayed from 10/31/17. If you see anything outdated let Tom know.

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- 12:10 - 12:15 Enforcement Steering Committee Issues** **Maria Soria / Bill Jones**
- Bill asked Unified Program state agencies to be aware of the tone in language used in SOFs.
 - Guidance documents are going through updates. State agencies should get drafts in June for review and comment.
- 12:15 - 12:20 UST Steering Committee Issues** **Laura Fisher / Eric Scott**
- Nothing to report.
- 12:20 - 12:25 APSA Steering Committee Issues** **Ben Ho / Randy Sawyer**
- Regulations still pending, almost done. Next APSA advisory committee in April or May. Last minutes are on the website.
- 12:25 - 12:30 HMBP Steering Committee Issues** **Denise Gibson / ~~Kristen Riegel~~**
- CFB representative should be Darwin Cheng not Kristen Riegel
 - Site map requirements are going through a Survey
- 12:30 - 12:35 CalARP Steering Committee Issues** **Jack Harrah / Randy Sawyer**
- Workgroup changes in the draft document and ISOR are almost done. Working on Fiscal. Randy is looking at refineries/enforcement training.
- 12:35 - 12:40 Data Management Steering Committee Issues** **John Paine / Aaron LaBarre**
- Inventory form: compliance for NEW Federal Hazard Classes, working on auto populate issue (uncheck obsolete categories before selecting NEW categories)
 - At Data Steering Committee Meeting on 3-25-18, Daryl Booth from Accella asked what access levels PAs have, currently 1 & 2. Wants to know if they can have tier 2 access. Nothing decided yet. Will come back to group with findings. Our policy currently doesn't approve. Will sit with PA CUPAs to talk about issues. Then will present to vendors what access will be allowed.
 - 2019 Greg wants to look at comprehensive assessment of CERS functionality.
- 12:40 - 12:45 Training Steering Committee Issues** **John Paine/Kristen Riegel**
- Training efforts outside the Annual Conference are ongoing.
 - John and Melinda advised that the workgroup for revising Education/Experience requirements (Section 15260 of Title 27) will be expanded to include anyone interested from state agencies, CUPAs or PAs. Current workgroup is not efficiently representative of all types of CUPAs (large, small, rural, urban, PAs, fire departments, cities, counties, etc.).

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12:45 - 12:55 Roundtable

All

- Melinda stated 15-day comment period for current Title 27 rulemaking package closed in March and will be submitted to Office of Administrative Law in April for an effective date of July 1, 2018.
- Greg formally introduced Karen Riveles.

12:55 - 1:00 Action Item Review & Next Meeting

Greg Vasek / Larry Lancaster

- May 24, 2018, San Diego